

MILPERSMAN 1070-140

DISPOSITION OF ENLISTED FIELD SERVICE RECORD - IMMEDIATE REENLISTMENT

Responsible Office	NAVPERSCOM (PERS-313C)	Phone:	DSN	882-3406/3407
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1. Close the Current Enlistment FSR

- a. Verify the field service record per MILPERSMAN 1070-200.
- b. Send only the following documents to the Navy Personnel Command (NAVPERSCOM) (PERS-313C1) to update the permanent personnel record.

NAVPERS FORM NUMBERS	TITLES	
1070/601	Immediate Reenlistment Contracts	Original
1070/615	Record of Discharge from the U.S. Naval Reserve (Inactive)	Original
1070/605	History of Assignments	Original
1070/613	Administrative Remarks	Original. Refer to MILPERSMAN 1070-320.
1070/609	Enlisted Performance Record (Canceled 8-96)	Original (if present in the FSR)
1616/26	Evaluation Report and Counseling Record (E1-E6)	E-4 and below only.
1070/604	Enlisted Qualifications History	Original

2. How to Send the Documents

- a. Securely fasten the documents in a single complete group. Documents for more than one member may be sent in a single mailing envelope or container.
- b. Mark the envelope "REENL - DO NOT OPEN IN MAIL ROOM."

3. **Open Reenlistment FSR.** File the following documents in the reenlistment U.S. Navy Enlisted (Field) Service Record (FSR):

RIGHT SIDE (Current enlistment documents)		
1	NAVPERS 1070/605	History of Assignments
2	NAVPERS 1070/604	Enlisted Qualifications History
3	NAVPERS 1070/602	Dependency Application/Record of Emergency Data and/or DD 93, Record of Emergency Data
4	SGLV 8286	Servicemen's Group Life Insurance Election and Certificate
5	NAVCOMPT 3072	Dependency Status Action
6	OPNAV 1740/1	Navy Dependent Care Certificate

LEFT SIDE (Previous enlistment documents)		
1	OPNAV 5510/415	Record Identifier for Personnel Reliability Program (supersedes NAVPERS 5510/1)
2	NAVPERS 5510/1	Record Identifier for Personnel Reliability Program (canceled/replaced by OPNAV 5510/415) (if present in FSR)
3	OPNAV 5211/9	Record of Disclosure, Privacy Act of 1974
4	OPNAV 5510/414	Personnel Reliability Program Screening and Evaluation Record (supersedes NAVPERS 5510/3)
5	NAVPERS 5510/3	Personnel Reliability Program Screening and Evaluation Record (canceled/replaced by OPNAV 5510/414) (if present in FSR)
6	OPNAV 5520/20	Certificate of Personnel Security Investigation, Clearance and Access (copy)
7		Current permanent change of station orders and endorsement
8	OPNAV 5350/1	Drug and Alcohol Abuse Statement of Understanding
9	DD 2366	Montgomery GI Bill (MGIB) Act of 1984
10	OPNAV 1780/1	Statement of Understanding - Selected Reserve Educational Assistance Program
11	DD 2384-1	Notification of Basic Eligibility (NOBE)
12	DD 398-2	Personnel Security Questionnaire (National Agency Checklist)
13	SF 86	Questionnaire for National Security Positions
14	NAVPERS 1070/877	Statement of Service

SEPARATOR		
15	NAVPERS 1070/617	Career Performance Data Separator. Group like documents together as listed below. Maintain each category in chronological order with the most recent on top.
		a. All personal and unit awards, citations, letters of commendation and appreciation
		b. NAVPERS 1616/24, Enlisted Performance Evaluation Report (all) (if present in FSR)
		c. NAVPERS 1616/26, Evaluation Report and Counseling Report (E1-E6) (supersedes NAVPERS 1616/24)
		d. NAVPERS 1610/2, Fitness Report and Counseling Record (E7-06) (supersedes NAVPERS 1616/24)
		e. NAVPERS 1070/615, Record of Discharge from the U.S. Naval Reserve (Inactive)
		f. DD 214, Certificate of Release or Discharge from Active Duty
		g. NAVPERS 1070/609, Enlisted Performance Record (certified copy) if present in FSR
		h. NAVPERS 1070/605, History of Assignments (copy)
		i. NAVPERS 1070/604, Enlisted Qualifications History (copy)
		j. Individual Accomplishments Report (IRA)